

**DEPARTMENT OF CONSUMER AFFAIRS
Board of Psychology
Document Added to the Rulemaking File
FEE ANALYSIS (December 13, 2010)**

The Board of Psychology (BOP) has approximately 19,000 licensed psychologists who renew biennially, with an average of 800 licenses renewed monthly. The proposed regulations will establish a \$10.00 fee to be paid to the Board by a licensee renewing in an active, inactive or delinquent status for the purpose of the Board conducting compliance audits.

Under existing regulations, licensees pay a \$35.00 reporting fee to the Mandatory Continuing Education for Psychologists Accrediting Agency (MCEPAA) for the purpose of reporting coursework obtained from any authorized providers not approved by MCEPAA. There are an estimated 6,500 psychologists submitting reports to MCEPAA annually. This reporting results in a 100% compliance audit submitted by MCEPAA to the Board.

The Board estimates approximately 10% of licensed psychologists will be audited each month for compliance with the continuing education requirements. Described below are the estimated costs the Board will incur in conducting compliance audits.

Target # of audits per month – 10% = approximately 80 audits per month

OFFICE TECHNICIAN (OT):

Selects licensees for audits, requests documents, tracks correspondence requests, enters data, requests follow-up, updates status codes, notifies licensees of final outcome

Average 1.5 hours per audit X 80 audits = 120 hours/month
120 hours out of 174 average working hours per month = 69% of an OT position
\$3264/month OT salary X 69% = **\$2252/month**

OFFICE TECHNICIAN (OT):

Answers phone inquiries from current month's and previous months' audit licensees, provide general information/instruction, and refer to appropriate staff

Approximately 40 hours/month
40 hours out of 174 average working hours per month = 24% of an OT position
\$3264/month OT salary X 24% = **\$783/month**

ASSOCIATE GOVERNMENTAL PROGRAM ANALYST (AGPA):

Collects, researches, applies applicable laws, contacts providers/sponsors, contacts licensees, allow/disallow CE credit

Average 1.5 hours per audit X 80 audits = 120 hours/month
120 hours out of 174 average working hours per month = 69% of an AGPA position
\$5348/month AGPA salary X 69% = **\$3690/month**

MAILING:

Initial contact/request – $80 \times \$0.44 = \35.20

75% follow-up request – $60 \times \$0.44 = 26.40$

Notification of final disposition – $80 \times \$0.44 = \35.20

Miscellaneous contacts (providers/sponsors, etc.) – $160 \times \$0.44 = \70.40

Approximate total mailing costs/month = **\$167**

TOTAL COSTS:

OT1 \$2252

OT2 \$783

AGPA \$3690

MAIL \$167

TOTAL: \$7,162/month

$\$7,162$ divided by 800 licensees per month = $\$8.95/\text{month}/\text{licensee}$

We will also have miscellaneous costs for creating and printing informational inserts for licensees' renewal forms, updating website, etc.